



Scott Walker, Governor  
Dave Ross, Secretary

## WELD TEST CONDUCTOR CERTIFICATION

### **Your application will not be processed or will be delayed unless you:**

- ☐ 1. Complete the application including signing and dating the first page.
- ☐ 2. Write in your social security number.
- ☐ 3. Attach the specified documents listed on this application.
- ☐ 4. Attach the specified fee listed on this application.
- ☐ 5. Make a photocopy of the completed application for your records.

By signing below, the applicant swears that all information provided on this application is true, accurate and that the credential requirements are met. **Notice: Information collected may be used for participation surveys, eligibility for approvals, law enforcement (including child support and tax delinquency enforcement) purposes and other secondary purposes. The Department may also provide this information to requesters pursuant to Wisconsin's open records law, ss. 19.31-19.39 stats. Social security numbers are required when applying for a license according to Wisconsin Stats, but they may not be disclosed to anyone except other State of Wisconsin governmental agencies.**

|   |  |
|---|--|
| <b>Applicant Information</b>                |  |
| Applicant's Social Security No:             |  |
| Applicant's Name (First, Middle and Last):  |  |
| Address No. & Street, or P.O. Box:          |  |
| City, Town or Village, State, Zip + 4 Code: |  |
| Country, If Other Than United States:       |  |
| Telephone No. (include area code):          |  |
| If Available, Fax No. (include area code):  |  |
| If Available, E-mail Address:               |  |

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date (mo/day/yr)

**Send application and payment to:** State of Wisconsin, Department of Safety & Professional Services- Trades Credentialing, P.O. Box 78780, Milwaukee, WI 53293-0780

**Office location:** State of Wisconsin, Department of Safety & Professional Services, Trades Credentialing, 1400 East Washington Ave., Madison, WI 53703

**All other correspondence:** Wisconsin Department of Safety & Professional Services, Trades Credentialing, P.O. Box 7082, Madison, WI 53707 Phone: 608-266-2112, *TTY: Contact Through Relay* or by email at: [DspsSbCredentialing@wi.gov](mailto:DspsSbCredentialing@wi.gov)

## WELD TEST CONDUCTOR CERTIFICATION

### **Exam Fee (nonrefundable): \$35.00**      **class code 8258**

Make checks payable to: State of WI – DSPS. The fee consists of a \$15 application fee and an exam fee of \$20. When the exam is passed, the applicant will be asked to pay a \$80 credential fee. The credential, which will be issued after the exam is passed and the prorated credential fee paid, will be effective for 4 years from the date of issuance.

**Are you a Veteran?**

**Are you requesting a waiver of your initial credentialing fee?**

☐ Yes Provide a copy of your Department of Veterans Affairs voucher code. DVA Voucher Code: \_\_\_\_\_

Your application fee of \$15 will be waived now and your credential fee will be waived once you pass the exam. **You must submit \$20 for the exam fee at this time.**

☐ No Submit the fee of \$35.

You may contact DVA at 1-800-WisVets or [www.WisVets.com](http://www.WisVets.com) for assistance in obtaining your DVA Voucher Code.

**Reason for Credential:** No person may conduct welding tests for the purpose of qualifying structural welders under SPS 305.34 unless the person holds a credential issued by the department as a certified weld test conductor.

**Requirements of Credential:** A person who conducts welding tests for qualifying structural welders under SPS 305.34 as a certified weld test conductor shall:

- I. Ensure that the welding tests, the test facility and testing equipment conform with the appropriate adopted standards as follows:
  - A. American Welding Society D 1.1, section 4, part C.
  - B. American Welding Society D 1.2, section 3, part D
  - C. American Welding Society D 1.3, section 4, part C.
  - D. American Welding Society D 1.6, section 4, part B
- II. Provide to each structural welder who passes a qualifying welding test, documentation in a format specified by the department, indicating the welding procedures for which qualified; and
- III. Maintain a record of those individuals who passed a structural welding qualification test including the procedures for which qualified for at least 4 years after the date of the test and present upon request to the department or its representative such records.

A person who holds the credential shall carry on his or her person the credential issued by the department while performing or conducting the activity or activities permitted under the credential.

The two forms specified by the department are as follows:

- “Evidence of Completion of Structural Welding Tests” - Weld test conductors are responsible for their own supplies of this form. The form may be photocopied by the certified weld test conductor. The “Evidence of Completion of Structural Welding Tests” must be filled out by the weld test conductor and given to any person who passes the specified structural welding tests. This form may only be filled out for structural welding qualification tests.
- “Structural Steel Welding” The existing Structural steel welding form SBD-10900 (R11/11) may continue to be used by the WTC to document applicable structural steel welding qualifications but this form will gradually be phased out sometime in 2013. It is recommended the weld test conductor at their earliest convenience and within the next year, gradually convert to applicable AWS welding forms. Until then, a weld test conductor is responsible for their own supplies of form documents. It is suggested that this form be photocopied or directly printed on to heavy stock paper. The Structural Steel Welding form must be filled out by the certified weld test conductor. The top portion may be retained by the weld test conductor and the bottom portion given to any person who passes the specified structural steel welding tests. This form may only be filled out for structural steel welding tests.

**Qualifications for Examination:** In order to obtain the WTC credential the applicant must obtain a score of at least 70% on an examination. The exam will cover information contained in SPS 305, the American Welding Society Standards -AWS **D1.1** / Steel, **D1.2** / Aluminum, **D1.3** / Sheet steel and **D1.6** / Stainless steel, welding procedures, procedure qualification, welder performance qualification, destructive and non-destructive testing including basic weld terminology, metallurgy and welding specification symbols / drawings. You are allowed to bring to the exam site copies of the AWS Standard(s) and SPS 305, Licenses, Certifications and Registrations for reference. Copies of current Wisconsin Administrative Code books may be obtained from Document Sales, 608-266-3358 or 800-362-7253. The AWS standards may be ordered from the American Welding Society, 800-334-9353.

## To schedule an upcoming exam:

- Indicate **FIRST CHOICE (1)** and **SECOND CHOICE (2)** in the event one exam site is full.
- Submit the **fee and this application to the division at least 30 days in advance of the exam date chosen.**
- Keep a copy of this application for your records. You may only schedule one future exam session at a time for each credential type. Applications sent in for multiple exam sites / times will be denied and a refund will not be issued.
- You will receive a letter from DSPS confirming your upcoming exam. Please check this form over carefully upon receipt so that you know when/where to take your exam.
- If you need special accommodations, please contact us at [DSPSSBCredentialing@wi.gov](mailto:DSPSSBCredentialing@wi.gov)

**Select one\*: AM (Starts at 8 a.m.) ☐ or PM (Starts at 1 p.m.) ☐**

\*some plumbing exams have 2 parts so you will be scheduled for both the AM **and** the PM session when taking both parts

### **Pewaukee – WCTC Education Center, 800 Main St, Pewaukee, WI 53072**

**2014** January 8 ☐ February 12 ☐ March 12 ☐ April 9 ☐ May 14 ☐ June 11 ☐  
July 9 ☐ August 13 ☐ September 10 ☐ October 8 ☐ November 12 ☐ December 10 ☐

### **Eau Claire – The Plaza Hotel & Suites, 1202 W Claremont Ave, Eau Claire, WI 54701**

**2014** February 26 ☐ April 23 ☐ June 25 ☐ August 27 ☐ October 22 ☐

### **Appleton – Fox Valley Technical College, 1825 North Bluemound Dr, Appleton 54914**

**2014** January 22 ☐ March 27 ☐ May 28 ☐ July 23 ☐ September 24 ☐ November 25 ☐



# Evidence of Completion of Structural Welding Tests

Attach This Document to One of the Following:

1. Application for Welder Registration; or
2. Renewal application for Welder Registration

If this document is sent to the Department of Safety and Professional Services (DPS) without attaching it to a Welder Registration application or a renewal application for Welder Registration, then the department will not process the application. Because this document will not be returned to the applicant, it is a good idea to photocopy it before sending.

The Division of Safety and Buildings require Welder Registration only for structural welding done under ss. SPS 361 to 365. Initial applications for Welder Registration may be obtained by calling the Customer Service Center at (608) 261-8500 or may be downloaded from the division's web site at [www.dps.wi.gov/SB/SB-DivForms.html#weld](http://www.dps.wi.gov/SB/SB-DivForms.html#weld). Renewal applications for Welder Registration are sent out about 30 days before the expiration date of the existing credential. To qualify for the Welder Registration credential the department must receive the application or renewal application within one (1) year of passing the test.

## This document is to be filled out by the Wisconsin-DPS Certified Weld Test Conductor.

(Please print clearly with a color of ink other than black. When the form is downloaded from the Internet at [www.dps.wi.gov/SB/SB-DivForms.htm#weld](http://www.dps.wi.gov/SB/SB-DivForms.htm#weld), it may be completed on a computer and printed.)

### Certified Weld Test Conductor Information:

|                                  |         |       |   |
|----------------------------------|---------|-------|---|
| Weld Test Conductor First Name:  | Middle: | Last: | Customer ID # of Weld Test Conductor:           |
| Weld Test Conductor's Signature: |         |       | Expiration Date of Credential (month/day/year): |

### Person Taking the Test Information:

|  |   |   |                              |
|--|---|---|------------------------------|
| First Name Person Taking the Test:   | Middle:                                       | Last:   | Birth Date (month/day/year): |
| <b>Welding Process Used for Qualification Test:</b><br><input type="checkbox"/> SMAW <input type="checkbox"/> GMAW <input type="checkbox"/> FCAW <input type="checkbox"/> Other: _____ |   |   |                              |
| <b>Test Standards – SPS 305.004</b>  | <b>Date Test Passed</b><br>(Month/ day/ year) | <b>Physical / Bend Tests or Radiographic Test</b><br>(Check box to indicate type of test) |                              |
| <b>AWS D 1.1, section 4, part C</b><br><b>Structural Welding – Steel</b>   |   | Physical /Bend <input type="checkbox"/> or Radiographic <input type="checkbox"/>          |                              |
| <b>AWS D1.2, section 3, part D</b><br><b>Structural Welding - Aluminum</b>   |   | Physical /Bend <input type="checkbox"/> or Radiographic <input type="checkbox"/>          |                              |
| <b>AWS D 1.3, section 4, part C</b><br><b>Structural Welding – Sheet Steel</b>   |   | Physical /Bend <input type="checkbox"/> or Radiographic <input type="checkbox"/>          |                              |
| <b>AWS D1.6, Section 4, part B</b><br><b>Structural Welding – Stainless Steel</b>  |   | Physical /Bend <input type="checkbox"/> or Radiographic <input type="checkbox"/>          |                              |

**Recommendation to Contractor / Welder** – SPS 305.34 (4) (b) requires welders to carry proof of qualification. Upon request of an authorized agent of the department, a welder can make available a **copy of this form** in addition to the department-issued **certification, license or registration wallet card** or other applicable welder documentation such as the WPS, PQR or continuity records to verify qualification at a field site.

## Guide for Completing Structural Steel Welding Form

### Top Section of Form - Conductor and Welder's Office File Copy.

1. Weld test conductor "WTC" name (First, Middle and Last)
2. Weld Test Conductor address, city, state and zip.
3. Welder's name. (First, Middle and Last)
4. Welder's birth date. (MM-DD-YR)
5. Welder's unique identification symbol assigned to the welder by his employer.
6. Welder's address, city, state and zip.
7. If test is for performance qualification, appropriately mark "yes or no" box.
8. If test is for procedure qualification, appropriately mark "yes or no" box.
9. Employer's name, address, city, state and zip. (a company name unless welder is self employed)
10. Identification of Welding Procedure Specification -WPS, presented to WTC for preparation of this weld test.
11. Code standard and year edition used for this test.  
Note: If performance qualification – indicate current standard / year per SPS 305.004.
12. Welding process used. (Example: SMAW)
13. Base metal specification used. (SA – ASTM, Example: SA-285C, ASTM A-36)
14. Specify SFA number of electrode used. (Example: A5.1)
15. Indicate AWS classification. (Example: E-7018)
16. Indicate group number. (Example: F-4, F-6 etc.)
17. Enter current type and polarity.
18. Thickness of test piece (fraction or decimal in inches) and tensile strength of material from mill test cert.
19. Backing strip used. Appropriately mark "yes or no" box .
20. Enter amperage used during the test coupon. (Obtain by use of a meter)
21. Enter voltage used during the test coupon. (Obtain by use of a meter)
22. Indicate number of passes for fillet weld.
23. Indicate number of passes for groove weld.
24. Mark appropriate "up or down" box for welds requiring vertical progression.

25. Indicate flux used. (Number designation or brand name)
26. Indicate shielding gas mixture.
27. Indicate flow rate used, if applicable. (WPS will specify)
28. Interpass temperature must be indicated. (Temperature range shown on the WPS)
29. If performance test qualification by radiograph, appropriately mark “yes or no” box.  
Note: Maintain radiograph interpretation report as verification /attach a copy to completed form.
30. Identify Joint type and position (Example: 1F, 2G, 6G etc)
31. Show coupon identification. (Example: R-1, R-2 or F-1, F-2 etc)
32. Indicate conditions found after bending and visual inspection.
33. Indicate pass or fail based on conditions. (Suggest keep copies of failed tests for WTC records.)
34. For procedure qualification tests, complete this portion after specimens are machined and pulled.
35. Enter code standard and year. (See above item #14)
36. Indicate AWS Section. (Example: Section 4)
37. Indicate AWS Part. (Example: Part A, B, C)
38. Indicate AWS paragraph to which welder is tested. (Example: 4.23, 4.24)
39. Indicate fillet option used.
40. WTC written signature
41. Indicate the test date.
42. Enter expiration date. (Term 4 years from test date-item #44, per SPS 305, Table 305.06)  
Note: Employer must maintain continuity on welder for periods not to exceed six months per AWS 4.1.3.1.)

**Bottom Form - Welder's Wallet Card Copy.**

Items 43 through 63 are entered on the bottom wallet card portion of the Structural Steel Welding form. Please Instruct welders to carry this card in addition to the DSPS-issued Welder Registration card per credential SPS 305.34(4)(b). Upon welding structural steel in a building on any Wisconsin jobsite, the welder should be prepared to make all welding documents available upon request to prove welder qualification.

43. Print name of welder. (First, Middle and Last)
44. Enter welder's birth date. (mm-dd-yr)
45. Welder's unique symbol as assigned by employer.
46. Welder's signature.
47. Check appropriate boxes. (Example: 1-G, 2-G, 3-G, 4-G)
48. Expiration date. (See entry item #45)
49. Indicate Weld Test Conductor “WTC” name.

50. Enter valid Weld Test Conductor credential number.
51. Indicate Welding Procedure Specification WPS. (See entry item #13)
52. Weld process to use. (See entry item #15)
53. Indicate base metal group. (Example: Group I, II, III or IV per material specification entry item #16)
54. Employer's name. (Example: Company name or Self-employed individual , see entry item #12)
55. Employer's address, city, and zip. (See entry item #12)
56. Indicate filler material classification. (See entry item #18, Example: E6010, E7018)
57. Enter SFA number. (See entry item #17, Example: A5.1, A5.23)
58. Enter Group number. (See entry item #19)
59. Specify thickness range welder is qualified based on test piece thickness. (See entry item #21)
60. Check appropriate "groove limited" box.
61. Check appropriate "fillet limited" box.
62. If qualified for pipe or tubing, check appropriate "pipe tubing" box.63. Enter position qualified and if backing is used, check appropriate "yes or no" box. (Example 1-F, 1-G) Note: If qualified for all positions, mark "all" box..